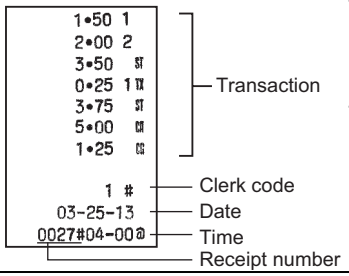
SHARP XE-A107

Operation Reference Guide

ORDS1PM44248 1

Printed in China

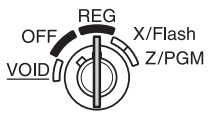
Receipt sample



The three lines at the bottom of the sample receipt (clerk code, date, time, and receipt number) are printed on all receipts.

These lines are omitted in the examples below.

Entry



Clerk assignment

Key operation example	Operator display
1 CLERK#	0.00

Entering Transactions

Selling a $1.50 item (dept.1) and a $2.00 item (dept.2) for cash, and receiving $5.00 from your customer. (Tax rate = 7.0000%)

Key operation example	Operator display	Receipt print
1 5 0 DEPT5 DEPT1	1 1.50	1•50 1
2 0 0 DEPT6 DEPT2	2 2.00	2•00 2
#/SBTL	a 3.75	3•50 ST
5 0 0 CASH/NO SALE	C 1.25	0•25 1 TX
		3•75 ST
		5•00 CA
		1•25 CG

PLU entry

Selling a PLU1 item (price:$1.00) and a PLU2 item (price:$1.20) for cash, and receiving $3.00 from your customer. (Tax rate = 7.0000%)

Key operation example	Operator display	Receipt print
1 PLU	01 1.00	#01
2 PLU	02 1.20	1•00
#/SBTL	a 2.35	#02
3 0 0 CASH/NO SALE	C 0.65	1•20
		2•20 ST
		0•15 1 TX
		2•35 ST
		3•00 CA
		0•65 CG

Department Repeat

Selling three $1.50 items (dept.1) for cash, and receiving $5.00 from your customer. (Tax rate = 7.0000%)

Key operation example	Operator display	Receipt print
1 5 0 DEPT5 DEPT1	1 1.50	1•50 1
DEPT5 DEPT1	2 1.50	1•50 1
DEPT5 DEPT1	3 1.50	1•50 1
#/SBTL	a 4.82	4•50 ST
5 0 0 CASH/NO SALE	C 0.18	0•32 1 TX
		4•82 ST
		5•00 CA
		0•18 CG

Department Multiplication

Selling three $1.50 items (dept.1) for cash, and receiving $5.00 from your customer. (Tax rate = 7.0000%)

Key operation example	Operator display	Receipt print
3 @/TIME		3 X
1 5 0 DEPT5 DEPT1	1 4.50	1•50 @
#/SBTL	a 4.82	4•50 1
5 0 0 CASH/NO SALE	C 0.18	4•50 ST
		0•32 1 TX
		4•82 ST
		5•00 CA
		0•18 CG

Item Discount (Item%)

Applying a 10% discount to a $1.50 item (dept.1), and a 15% discount to a $2.00 item (dept.2). (Tax rate = 7.0000%)

Key operation example	Operator display	Receipt print
1 5 0 DEPT5 DEPT1	1 1.50	1•50 1
1 0 0 0 %	-0.15	-10•00%
2 0 0 DEPT6 DEPT2	2 2.00	-0•15
1 5 0 0 %	-0.30	2•00 2
#/SBTL	a 3.30	-15•00%
CASH/NO SALE	F 3.30	-0•30
		3•05 ST
		0•25 1 TX
		3•30 CA

Subtotal Discount (Subtotal%)

Selling a $1.50 item (dept.1) and a $2.00 item (dept.2), and applying a 20.00% discount to the subtotal of the transaction. (Tax rate = 7.0000%)

Key operation example	Operator display	Receipt print
1 5 0 DEPT5 DEPT1	1 1.50	1•50 1
2 0 0 DEPT6 DEPT2	2 2.00	2•00 2
#/SBTL	a 3.75	3•50 ST
2 0 0 0 %	-0.70	-20•00%
#/SBTL	a 3.05	-0•70
CASH/NO SALE	F 3.05	2•80 ST
		0•25 1 TX
		3•05 CA

Tax shift

Selling a $5.50 item (dept. 1, taxable1) as a non-taxable item.

Key operation example	Operator display	Receipt print
5 5 0 TAX1/SHIFT/PO DEPT5 DEPT1	1 5.50	5•50 1
CASH/NO SALE	F 5.50	5•50 CA

Selling a $2.00 item (dept. 2, taxable1) as a taxable2 item. (Tax rate = 4.2500%)

Key operation example	Operator display	Receipt print
2 0 0 TAX1/SHIFT/PO TAX2/SHIFT/RA DEPT6 DEPT2	2 2.00	2•00 2
CASH/NO SALE	F 2.09	2•00 ST
		0•09 2 TX
		2•09 CA

Refund

Making a refund entry for a $ 3.00 item (taxable 1).

Key operation example	Operator display	Receipt print
3 0 0 DEPT8 DEPT4	4 -3.00	-3•00 4
#/SBTL	a -3.21	-3•00 ST
CASH/NO SALE	C 3.21	-0•21 1 TX
		3•21 CG

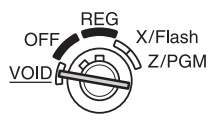
Making a refund entry for a $ 6.00 item (non-taxable).

Key operation example	Operator display	Receipt print
6 0 0 TAX1/SHIFT/PO DEPT8 DEPT4	4 -6.00	-6•00 4
#/SBTL	a -6.00	6•00 CG
CASH/NO SALE	C 6.00	

Correction

When you correct a PLU2 item (price:$1.20) to PLU3 (price:$3.00) after another entry has been made (a $3.50 item (dept.1)). (Tax rate = 7.0000%)

Key operation example	Operator display	Receipt print
2 PLU	02 1.20	1•20
3 5 0 DEPT5 DEPT1	1 3.50	3•50 1
2 VOID(.) PLU	02 -1.20	#02
3 PLU	03 3.00	-1•20 VD
CASH/NO SALE	F 6.96	#03
		3•00
		6•50 ST
		0•46 1 TX
		6•96 CA

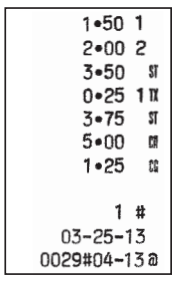


Void

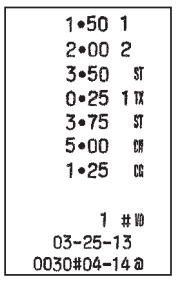
When you void a following incorrect transaction: Selling a $1.50 item (dept.1) and a $2.00 item (dept.2) for cash, and receiving $5.00 from your customer. (Tax rate = 7.0000%)

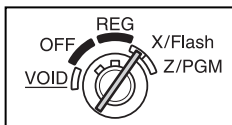
Key operation example	Operator display
1 5 0 DEPT5 DEPT1	1 1.50
2 0 0 DEPT6 DEPT2	2 2.00
#/SBTL	a 3.75
5 0 0 CASH/NO SALE	C 1.25

Incorrect receipt



Cancellation receipt





RA (Received-on-account)

When $10.00 is received.

Key operation example	Operator display	Receipt print
1 0 0 0 TAX2/SHIFT/RA	10.00	10•00 RA

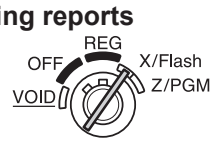
PO (Paid-out)

When $5.00 is paid out.

Key operation example	Operator display	Receipt print
5 0 0 TAX1/SHIFT/PO	5.00	5•00 PO

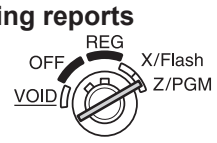
Reports

Reading reports



Key operation
CASH/NO SALE

Resetting reports



Key operation
CASH/NO SALE

Maintenance

Batteries

This cash register displays a low battery symbol (L) when the batteries installed get low, and displays a no battery symbol (L) when batteries are extremely low or batteries are not installed.

When the low battery symbol is displayed, replace the batteries with new ones as soon as possible. The existent batteries will be dead in about two days.

When the no battery symbol is displayed, replace the batteries immediately. Otherwise, if the AC adapter plug is disconnected or a power failure occurs, all the programmed settings will be reset to the default settings and any data stored in memory will be cleared.

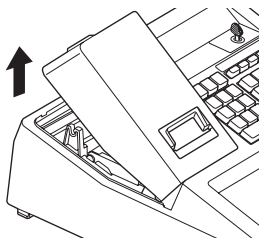
Improper use of batteries could cause them to burst or leak, which might damage the interior of the register. Please take the following precautions:

- Be sure that the positive (+) and negative (-) poles of each battery are oriented properly.
- Never mix batteries of different types.
- Never mix old batteries and new ones.
- Never leave dead batteries in the battery compartment.
- Remove the batteries if you plan not to use the register for long periods.
- Should a battery leak, clean out the battery compartment immediately, taking care not to let the battery fluid come into direct contact with your skin.
- If an incorrect battery is used, it may explode or leak.
- For battery disposal, follow the relevant law or regulation in your country.

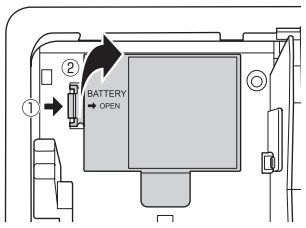
Replacement

1. Be sure the cash register is plugged in.
2. Turn the mode switch to the REG position.
3. Remove the printer cover.

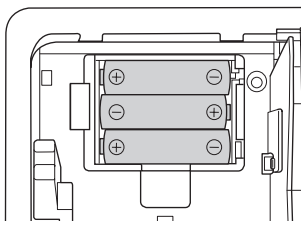
The paper cutter is mounted on the printer cover. Be careful not to cut yourself.



4. Open the battery cover next to the paper roll cradle and remove the old batteries.



5. Install three new LR6 (“AA” size) batteries.



NOTE Be sure that the positive (+) and negative (-) poles of each battery are facing in the proper direction for installation.

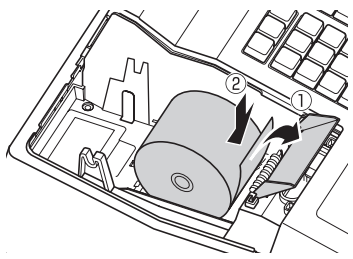
6. Confirm the no battery symbol “L” lights off.
7. Close the battery cover.
8. Replace the printer cover.

Paper Roll

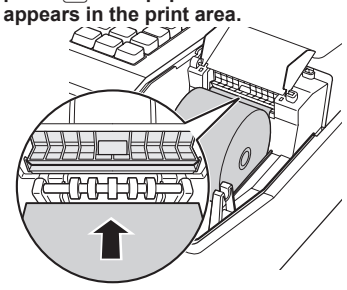
When a dye appears on the paper roll, it is time to replace the paper roll with new one. Be sure to use the paper roll specified in “Specifications” section.

Replacement

1. Set the mode switch to the REG position.
2. Remove the printer cover.
3. Remove the paper roll. Then remove the remaining paper by pressing [↑].
4. Open the paper guide and set a new paper roll in the paper roll cradle as per the diagram.



5. Insert the paper straight into the paper inlet, and press [↑]. The paper then feeds through and appears in the print area.



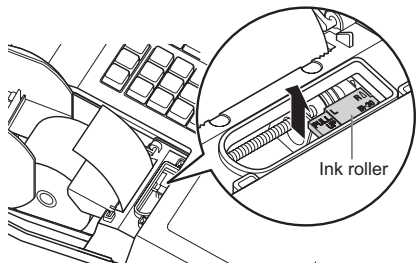
6. Close the paper guide.
7. Replace the printer cover.
Pass the paper end through the openings of the printer cover. Be very careful not to cut yourself on the manual cutter.

Replacing the Ink Roller

When printing becomes faded, replace the existing ink roller with a new one available from SHARP.

- Be sure to use an ink roller available from SHARP. The use of any other ink rollers could cause troubles in the printer. Never pour ink to the ink roller.
- After opening the parcel, install it soon.

1. Remove the printer cover.
2. Pull the ink roller handle upward to remove the ink roller.



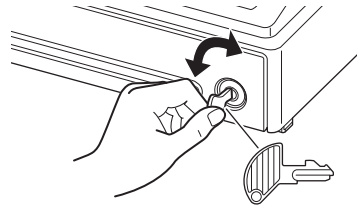
3. Install a new ink roller.
4. Replace the printer cover.

Drawer Handling

Locking the Drawer

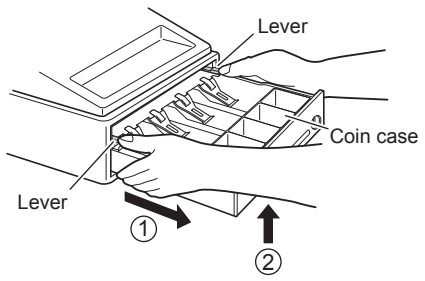
Develop the habit of locking the drawer when not using the register for any extended period of time. To lock the drawer, use the mode key.

To lock: Insert the key into the drawer lock and turn it 90 degrees counter-clockwise.
To unlock: Insert the key into the drawer lock and turn it 90 degrees clockwise.



Removing the Drawer

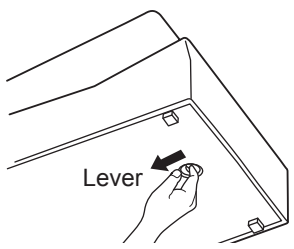
To detach the drawer, pull it forward fully, and while holding the lever down, lift the drawer slightly and remove.



NOTE
- To prevent burglary, it is a good idea to empty the drawer after work and leave it open at the end of the day.
- Coin case is detachable.

Manually Opening the Drawer

In case of a power failure or if the machine is out of order, locate the lever at the bottom of the machine and move it in the direction of the arrow to open the drawer. The drawer will not open if it is locked with the key.



2-11. Tax Table Programming

The tax table method requires tax break information from your state or local tax offices. Use the method which is acceptable in your state.
You can obtain necessary data for tax programming from your local tax office.

If you are in an area that uses a tax table for tax calculation, you can program the cash register accordingly.

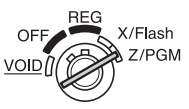
Tax table programming can be performed for Tax 1 and Tax 2.

Sample tax table 1:

Rate = 6% (*1)

	Amount of Sale		Tax	End (minus) Start Difference	
	Start (Breakpoint)	End			
	$0.01	$0.10	$0.00	0.10	Non-Cycle
(*3)	$0.11	$0.22	$0.01	0.11	
	$0.23	$0.38	$0.02	0.15	
	$0.39	$0.56	$0.03	0.17	Cycle 1
(*4)	$0.57	$0.72	$0.04	0.15	
	$0.73	$0.88	$0.05	0.15	
	$0.89	$1.10	$0.06	0.21	
	$1.11	$1.22	$0.07	0.11	
	$1.23	$1.38	$0.08	0.15	
	$1.39	$1.56	$0.09	0.17	Cycle 2
	$1.57	$1.72	$0.10	0.15	
	$1.73	$1.88	$0.11	0.15	
	$1.89	$2.10	$0.12	0.21	

(*2) Cycle = $1.11 - $0.11 = $1.00



Turn the mode switch to the Z/PGM position and use the following sequence to program the tax table.

<Programming sequence>

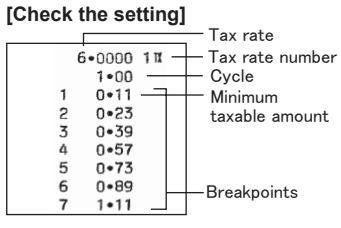
Example: Programmig Tax 1 as 6% sales tax using sample tax table 1.

[8 #/SBTL] → [1 @/TIME] → [6 @/TIME] → [1 0 0] → [@/TIME 1 1] →
Tax rate number (1 through 4) — Tax rate (0.0000 to 99.9999) — Cycle — Minimum taxable amount (First breakpoint)

[@/TIME 2 3] → [@/TIME 3 9] → [@/TIME 5 7] → [@/TIME 7 3] →
Breakpoint — Breakpoint — Breakpoint — Breakpoint

[@/TIME 8 9] → [@/TIME 1 1 1] → [CASH/NO SALE]
Breakpoint — Breakpoint (First breakpoint of the next cycle)

[Check the setting]



(*1) **Tax rate:** (2 digits integer and 4 digits decimal)
If rate has decimal value, decimal point is entered by [VOID •] key .

(*2) **Cycle (0.01 to 99.99):** (Max. 4 digits)
A tax table cycle is the repeating pattern of the tax rate found in your states tax table/chart.
In tax table 1, where the 1st cycle begins ($0.11) and the 2nd cycle begins ($1.11) is a $1.00 tax cycle. Tax cycle can vary from state-to-state, please check your local tax table for the exact cycle. Thus, the tax cycle can be determined by simply taking the differences between the first breakpoint of the cycle and the first breakpoint of the next cycle (example, $1.11 -$0.11 = $1.00).

(*3) **Minimum taxable amount:** (Max. 4 digits)
Smallest amount for which tax must be collected. If amounts $0.01 to $0.10 are not taxed, its value is 11 (for $0.11).

(*4) **Breakpoints (0.01 to 99.99):** (Max. 4 digits)
The tax amount increases in stages. The value of a taxable subtotal at which the tax amount changes is called a breakpoint. The difference between the start and end sales range. A group of breakpoint differences is repeated at regular intervals and each of these intervals is called a cycle. A maximum of 18 breakpoints (for tax types 1 and 2), between 0.01 to 99.99, can be programmed. Intervals between breakpoints must be less than one dollar.

Sample tax table 2:

Amount of Sale		Tax
Start (Breakpoint)	End	
$0.01	$0.10	$0.00
$0.11	$0.25	$0.01
$0.26	$0.46	$0.02
$0.47	$0.67	$0.03
$0.68	$0.88	$0.04
$0.89	$1.10	$0.06
$1.11	$1.25	$0.09
$1.26	$1.46	$0.10
$1.47	$1.67	$0.11
$1.68	$1.88	$0.12
$1.89	$2.10	$0.14
$2.11		$0.17

Amount of Sale		Tax
Start (Breakpoint)	End	
$0.01	$0.10	$0.00
$0.11	$0.25	$0.01
$0.26	$0.46	$0.02
$0.47	$0.67	$0.03
$0.68	$0.88	$0.04
$0.89		$0.05
$0.89	$1.10	$0.06
$1.11		$0.07
$1.11		$0.08
$1.11	$1.25	$0.09
$1.26	$1.46	$0.10
$1.47	$1.67	$0.11

NOTE If tax is not shown for every cent, use the breakpoint of the next highest tax amount for each missing breakpoint. In sample tax table 2, tax is not shown for .05, .07, .08, .13, .15 and .16. Likewise, the corresponding breakpoints are not shown. To complete the table, simply insert the next highest breakpoint after each missing figure. Therefore, the breakpoint for tax .05 would be .89, tax .07 and .08 would be 1.11, etc.

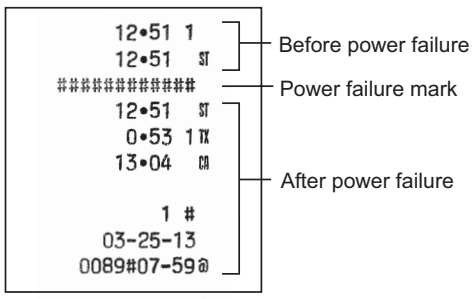
In Case of a Power Failure or Paper Jam

The following situations may arise during a power failure or paper jam. (Make sure that batteries are correctly installed.) As the power is recovered or a paper jam is removed, the register will resume normal operation with a next key operation.

When a power failure occurs with the register turned on or during a computation process:
Upon power recovery, the register resumes operation from the point of failure.

When a power failure occurs during printing of transaction data:
Upon power recovery, the register prints “############” and resumes printing of the transaction data.

When a power failure occurs during printing of an X (reading) or Z (reading and resetting) report:
Upon power recovery, the register prints “############” and resumes printing of the report.



When the printer motor is locked due to a paper jam:
If the printer motor locks, nothing will operate. First, unplug the AC adapter and repair paper jam. Then plug in the AC adapter, feed the roll paper to the proper position and press [CL]. The register with then resume correct printing after printing “############”.